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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief/Basic School

DATE: 3 January 1956

FROM : Chief/Orientation and Briefing

SUBJECT: Items of Interest for the Period
28 December to 3 January

1. The Chief/OB/BS went to the office of the DD/I to express personally his appreciation for the job done by Mr. Amory at the Departmental Briefing on 27 December 1955.
2. a. The Chief/OB/BS talked to the Acting DCI, General Cabell, about the attendances and the alert calibre of the audiences at the Departmental Briefings. General Cabell stated that he felt it was a very "healthy undertaking" and that he would suggest to the Agency Deputies that they should lend support in presenting a few introductory remarks at each one of these programs. When this is done on a rotational basis, it will not be a burden on any one particular Deputy.
b. On Wednesday, 28 December 1955, General Cabell told the Chief/OB/BS that the reaction to his suggestion at the Deputy Directors meeting was most cooperative. He also told the Deputy Directors to inform their AD's about the existence of the Departmental Briefing program so that they might invite anyone from the Departments who might benefit by attendance.
3. a. Practically all arrangements are made for individuals to participate in the next Dependents' Briefing, which will be conducted on Monday and Tuesday, 9 and 10 January. [] has kindly consented to present "Life Overseas." We hope that some steps are being taken to see what remuneration can be given to [] and [] for their recurring assistance to us.
b. Of particular interest is the fact that [] Chief/NEA, at the invitation of the Chief/OB/BS, has agreed to present the Bon Voyage part of the Dependents' Briefing program. To aid him in this, the Chief/OB/BS has sent a memorandum of suggestions.
4. Chief/OB/BS brought to the attention of [] of the Plans and Policy Staff the fact that the new Catalog of Courses put out by the Office of Training does not list the Departmental Briefing and the Dependents' Briefing. [] suggested that in the near future he would appreciate receiving from Chief/OB/BS suggested wording for incorporation of these courses in the addenda to the Catalog.

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5. Chief/OB/BS received a special briefing from the Deputy Assistant Director of OCR on the new Mini-Card system. Chief/OB/BS has been asked questions about this system by some of those who attended our Departmental Briefings.
 6. the DAD/CR, expressed the wish to attend the next Introduction program so that he would be in a position then to recommend that others in his organization who have received no formal briefing or orientation in quite some time be scheduled to attend future Introduction programs.
 7. Even though this Division has been unable to accomplish much recently in picking up the transcripts of taped material from the National Intelligence Orientation courses, we have begun to prepare them again on a gradual basis, and as each is completed a copy will be sent to Plans and Policy Staff for such disposition as they might determine.

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